



MONUMENT PERMIT

IN ACCORDANCE WITH NEW ZEALAND STANDARD HEADSTONE AND CEMETERY MONUMENTS: NZS 4242: 1995

Date:

Application is hereby made for permission to carry out monumental work in the Cemetery.

Plot Number

Block Number

On approval of application for monument work an Approval Fax or email will be forwarded and must be carried at all times while working in the Cemetery.

I hereby declare that all monumental masonry work carried out by the undersigned is done in accordance with NZS 4242:1995 (Headstone and Cemetery Monuments), and also in accordance with Queenstown Lakes District Council's Cemetery Bylaw 2010. I further understand that failure to comply with the above standards will result in a fine of up to \$500.00.

Name of Monumental Mason:
.....
.....

Address:
.....
.....

Fax:

Signature of Monumental Mason:

Authority to be signed by owner of Plot(s).

I hereby give my permission for the erection of the work mentioned above, and in consideration of Council permitting the execution of such work on the above plot, I the undersigned DO HEREBY INDEMNIFY and hold safe and harmless the Council against all actions, proceedings, claims, demands, damages, costs, losses and expenses whatsoever which may be made on or instituted against or suffered by the Council in any manner whatsoever by reason of the Council having consented to the execution of such work.

Name of Plot Owner or Next of Kin:

Address:
.....

Name of Legal Representative:

Address:
.....

Signature:

Particulars of Work

Name of deceased:

Activity	Single	Double	Ashes
Headstone			
Kerbing			
Marble/Chips			
Slab			
Renovation			
Additional Inscription (detail below)			
Bronze Plaque			
Others (describe)			

First Inscription:

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.....
.....
.....

Scale sketch showing all aspects of work to be carried out (brochure of appropriate monument may be substituted). Dimensions of intended work must also be included.

Second Inscription:

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.....
.....
.....

Scale sketch of monument detailing Anchor points, layout etc.

Please note: Burial plot headstone plinth areas are 1200mm x 600mm while Ash headstone plinth areas are 500mm x 300mm.

HEADSTONE INSTALLATION CONFIRMATION

In accordance with QLDC Cemetery Bylaws and approved Monument Permit application;

I _____ hereby confirm that the headstone as approved by QLDC has been erected on Plot _____ Block _____. In the _____ Cemetery. On ____ / ____ / 20 ____.

Signed _____ authorised Monumental Mason.

Please note this form must be returned to QLDC upon completion of headstone installation. Failure to do so will be in breach of Council Bylaws and may result in the headstone being removed.

- Postal – QLDC Private BAG 50072 Queenstown 9304
- Email – services@qldc.govt.nz
- Fax - 03 4502223

Only approved Monumental Masons will be permitted to erect headstones and monuments in any QLDC Cemetery.